

WASHINGTON STATE UNIVERSITY

ENTERPRISE SYSTEMS

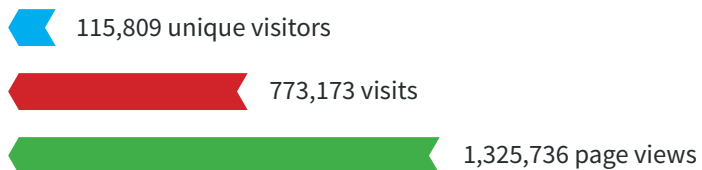
MONTHLY STATUS REPORT



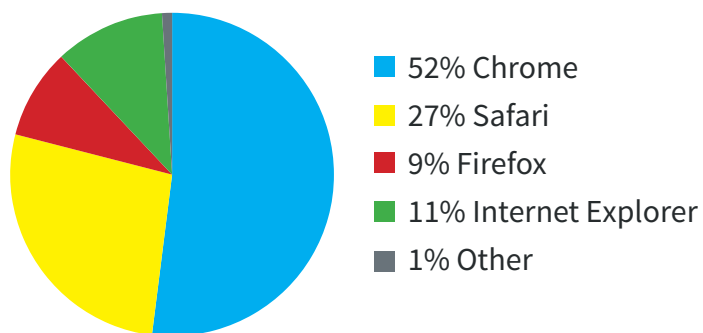
2016
DECEMBER

STUDENT INFORMATION SYSTEM STATS

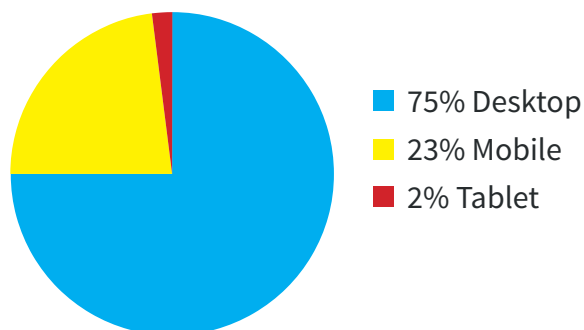
Student Information System Statistics



Browser



Device



JIRA BUGS

JIRA Bugs Statistics

- 61 new bugs
- 18 bugs closed
- 18 bugs in progress
- 18 bugs ready for test
- 7 bugs ready for production
- 11 bugs have been deferred

JIRA STATS

JIRA Statistics

- 1213 issues created
- 1164 issues resolved

JIRA SERVICE DESK










JIRA Service Desk Statistics

- 982 cases submitted
- 933 cases resolved

Case Breakdown

- Academic Advisement
 - 26 cases submitted
 - 22 cases resolved
- Access Request
 - 182 cases submitted
 - 187 cases resolved
- Admissions and Recruitment
 - 79 cases submitted
 - 78 cases resolved
- Business Intelligence
 - 18 cases submitted
 - 16 cases resolved
- Business Objects
 - 12 cases submitted
 - 9 cases resolved
- Business Systems
 - 60 cases submitted
 - 53 cases resolved
- Campus Community
 - 44 cases submitted
 - 50 cases resolved
- DBA
 - 17 cases submitted
 - 12 cases resolved
- Enterprise Systems
 - 41 cases submitted
 - 37 cases resolved
- eXplorance Blue
 - 133 cases submitted
 - 132 cases resolved
- Financial Aid
 - 31 cases submitted
 - 33 cases resolved
- Graduate School
 - 11 cases submitted
 - 10 cases resolved
- Imagining
 - 128 cases submitted
 - 121 cases resolved
- Production Control
 - 1 cases submitted
 - 0 cases resolved
- Student Financials
 - 159 cases submitted
 - 131 cases resolved
- Student Records
 - 40 cases submitted
 - 42 cases resolved

PROJECT STATUS KEY

-  In Progress (On Schedule) - Project is progressing as planned and on schedule.
-  In Progress (At Risk) - Project is progressing as planned but has had some minor delays or setbacks. If the delays or setbacks are not addressed the project will not be completed on-time.
-  In Progress (Critical) - Project is not progressing as planned and has had significant delays or setbacks. If the delays or setbacks are not addressed immediately the project will not be completed on-time.
-  In Progress (Missed Delivery Date) - Project is still moving forward but has missed its delivery date.
-  Completed (Early) - Project was successfully completed ahead of schedule.
-  Completed (On Time) - Project was successfully completed on time.
-  Completed (Late) - Project was completed behind schedule.
-  Not Started - Project has not begun.
-  Deferred - Project has been deferred.

PROJECT STATUS

Academic Advisement

College of Education - Field Placements

The College of Education will create a responsive, centralized data system in order to systematically and comprehensively gather evidence on candidate learning, program operations, placement rates, clinical experiences, and candidate characteristics.

Expected Completion Date: November 30, 2017

In Progress (At Risk)

Enterprise Systems is working on developing custom pages to collect the College of Education's field placement data. The data will be accessed via query viewer so queries will also need to be developed. Workcenters are not an option at this time. It has been discovered that our portal will need several patches applied to it in order for Workcenters to function. Enterprise Systems is currently working to get the patches scheduled with Oracle On-demand.

My Academic Planner Four Year Degree Plans

My Academic Planner is a project designed to utilize information from the Washington State University Course Catalog in order to create 4-year degree plans accessible to students and advisors as the student progresses towards earning their degree. My Academic planner tracks their progress and serves as a guide for them to complete all necessary courses for their degree in a timely manner. My Academic Planner will not only track progress within the student's major requirements and university requirements, which include UCORE and Honors curriculum, but will also be capable of tracking the student's GPA and writing portfolio as well as any minors, secondary majors, or certificates the student has expressed their intention to complete. The target date for this project is Fall 2017 and all programs should be configured and tested by April 2017.

Expected Completion Date: November 30, 2017

In Progress (On Schedule)

Academic plans continue to be built out in myWSU and validated when they are completed. If errors are found in validation then the issues are being corrected and the plan is re-validated.

Admission & Recruitment

Emas Extract Version II

The custom process that currently generates the Emas extract files will be rebuilt as a Connected Query. The

custom process will no longer be needed.

Expected Completion Date: October 28, 2016

■ **In Progress (Missed Delivery Date)**

Based on the results of the query validation several of the queries need to be updated. Enterprise Systems will be working on these updates in the first half of January.

Guest Log-in for Evaluate My Transfer Credits

The Office of Student Success and Transition alongside Washington State University's Transfer Clearinghouse have been working towards a solution to allow students to be able to evaluate their transfer credits using information from the Student Information System, myWSU. The Enterprise Systems project Evaluate My Transfer Credits was initiated over two years ago to assist with transfer credit evaluations. The Evaluate My Transfer Credit project was able to successfully activate the Evaluate My Transfer Credit component, unfortunately the component has not been made available to students due to modifications and bugs that the Enterprise Systems team continues to work on. Additionally, the component has also not been released to allow time for more transfer course equivalencies to be added to the database to ensure the information is up to date. Pending the transfer course equivalencies updates, students will be able to generate reports with accurate reflections of their progress toward a degree. The Guest Log-in for Evaluate My Transfer Credits project is the result of an effort to transition the previous project to a new Project Lead, Implementation Manager, and Project Manager. This project will allow current students and prospects (without a user account) to visit the transfer credit evaluation page. Additional functionality to make the tool user-friendly is also a project priority. The transfer credit evaluation tool should be simple for students to use. Students should be able to apply the transfer credit model generated in the evaluation process and add those credits to a 4-year plan/what-if report.

Expected Completion Date: February 1, 2017

■ **In Progress (At Risk)**

Enterprise Systems is working on activating a guest log in for the Evaluate My Transfer Credit component. Changes to the institution search functionality are also being worked on to allow students to search directly for their school and not force them to enter country and state first.

Mobile Application - Admissions

This project will track the work necessary to implement an admissions section in the mobile application.

Expected Completion Date: August 1, 2016

■ **In Progress (Missed Delivery Date)**

The application was not moved to the application store in December. The build issues have been resolved and once the technical team has time they will deploy the application to the application stores for testing.

Business Intelligence

Data Warehouse Admission Snapshot

During the new Student Information Systems implementation project, OBIEE was put in place as the platform for delivering the student data warehouse. While the platform is a good tool, the delivered subject areas are limited. Over the last several years, there has been significant need to holistically re-design and improve the warehouse data delivery. A Data Warehouse Buildout overarching project is put in place and divided up the warehouse development into phases. The first phase has been completed with the delivery of latest (as of previous night) student records, student financial, and financial aid data. The second phase, this project, is to deliver data snapshots allowing point-in-time comparisons. Data snapshots are particularly important for trending admissions and related student records data. Therefore, Enterprise Systems in partnership with Institutional Research will work with the Admissions offices to deliver a new snapshot subject area with the ability to perform year to year point-in-time comparisons in OBIEE.

Expected Completion Date: May 19, 2017

■ **In Progress (On Schedule)**

Project charter has been completed and the project plan is being constructed.

OBIEE Report Conversion to SDW

The purpose of this project is to first convert as many reports as possible that are built off of Campus Solution Views to be built instead out of the new Student Data Warehouse. After this portion of the project is finished we will go through and begin converting all other warehouse reports that were previously built out of delivered Subject Areas to instead be built out of the new Student Data Warehouse.

Expected Completion Date: August 12, 2016

■ In Progress (Missed Delivery Date)

A single report is left in order to complete the conversion. The changes that were made to the report require a server bounce. This will take place the first weekend in January. Once the bounce is complete the report will be able to be re-created and validated. Once this has been completed all of the old reports will have been converted.

Business Systems

Business Objects Upgrade 3.1 to 4.2

Upgrade the Business Objects Environment from XI 3.1 to 4.2, including upgrading the database from SQL Server 2000 to SQL Server 2014.

Expected Completion Date: May 31, 2017

■ In Progress (At Risk)

Enterprise Systems is currently working to get the data load (SSIS) deployed to our new prod server (uiss-batch-prod1). Enterprise Systems is changing how we copy the data from the 'load' database to the 'reporting' database. We expect the data load into test to be completed within the first week of January. Once this occurs validation of the daily loads will begin. The delivery date was changed to the end of May. The current system will be retired at the end of May.

MetLife Life Insurance

Health Care Authority has contracted the Life Insurance PEBB benefits to MetLife as of January 1, 2017. MetLife will function as the plan administrator, and WSU will be working with them directly vs. through HCA. This project will include: providing a list of our current employees' insurance coverage to propagate current enrollments; modifying payroll deductions with new fields; setting up billing, remittance and payment files and schedules; and testing. Existing employees will be allowed to make changes during Open Enrollment, so much of the work will need to be completed by mid-October, 2016.

Expected Completion Date: January 6, 2017

■ In Progress (On Schedule)

All of the mainframe changes have been made and everything is ready when payroll runs in January with the changes. Enterprise Systems will close out the project as soon as a full payroll cycle has run successfully with the changes.

Windows 2003 Migration

Design and implement new Windows Server infrastructure, and migrate all Windows applications to a non-deprecated infrastructure.

Expected Completion Date: May 1, 2016

■ In Progress (On Schedule)

Enterprise Systems continues work on the migration of AIS Web Services. The team continues to identify services that are no longer in use or services that should no longer be used and excludes them from the migration.

Campus Community

Address Update Via File Load

University Receivables collectors receive address updates from the collection agencies they work with. These files can be in .CSV or .XLS formats. Receivables would like to be able to take those files and automate an update process in lieu of entering them manually one by one.

Expected Completion Date: July 3, 2017

In Progress (On Schedule)

With assistance from University Receivables, Enterprise Systems now has a batch of sample documents to test the load/update process with. The project Implementation Manager will be utilizing file layout to update addresses in myWSU.

ATLAS - Aspiring Teachers

The Aspiring Teacher Leadership and Success (ATLAS) program at Washington State University is a federally-funded TRIO Student Support Services grant. It serves students seeking their first bachelor's degree in the field of teacher preparation. ATLAS provides exclusive opportunities for future teaching professionals to participate in success advising, exemplary utilization of resources, and institutional activities designed to prepare them for excellence in college and career. Students eligible for ATLAS are first-generation or low-income students, or students with a disability. The program will require resources within myWSU to allow students and ATLAS Advisors the ability to view a students progression within the ATLAS program.

Expected Completion Date: TBD

Deferred

The project has been placed on hold and deferred until the INVEST In Success project has completed all of the major processes required for the program to run successfully.

Invest in Success

Invest in Success is a grant program that aids qualifying Washington residents and low income students by teaching them financial responsibility. It also provides a 1:4 match of institutional and federal grant funds with 1 part student/family contributions. Monies are held at Washington Trust Bank and tracked by Provosts Office. The students do not have direct access to the funds but can request fund distributions. The funds can be used for books, tuition, computers, etc. myWSU will be used to track communications, allow application filing, provide agreement tracking, provide reporting and possibly account balance and transaction tracking.

Expected Completion Date: March 1, 2017

In Progress (On Schedule)

The latest round of updates to the Activity Center are complete and in the process of being migrated to Production. Additional enhancements that will allow staff to track application and exit interview data in myWSU have been completed and are also in the process of being migrated to production. All transactional data from Washington Trust Bank has been loaded into myWSU. The next phase of the project will be to develop the ability for students to complete the application and exit interviews for Invest In Success from within myWSU.

Database Administration

Services to Database Report

The proposed "Services to Database Matrix" provides information that describes the Database systems and services that are provided and managed by the WSU Information Technology Services Database Management Services (DMS) Group. This documentation will support the management, and departments in reducing downtime, unexpected outages, and most importantly, a tool that will provide insight on dependent systems to reduce impacts to our customers. This information will also provide a foundation for determining where the demarcation of services lies when bringing changes to the Change Control Board (CCB).

Expected Completion Date: April 3, 2017

In Progress (On Schedule)

Project has been on hold as other priorities have been more pressing. Meetings on the project resume week of January 9, 2016.

Enterprise Wide

25Live

Washington State University is migrating from a hosted Resource-25 solution to a cloud hosted solution called 25Live. Enterprise Systems will work closely with CollegeNet and the core user groups at Washington State University to ensure a smooth transition.

Expected Completion Date: TBD

In Progress (On Schedule)

CollegeNet had an on-site visit to review business processes and current scheduling data. CollegeNet also provided an overview of the new product and identified some gaps between the current product and the hosted product. The user group is in the process of reviewing resources to identify any that are no longer used, correct names, etc. Once this is complete this information will be provided to CollegeNet and they will prepare the hosted solution with the updated information prior to the next on-site visit.

College in the High School

WSU Tri-Cities operates the College in the High School program, which provides a way for high school students to take WSU classes from their WSU Certified and WSU supervised high school instructors and earn WSU transcribed college credit. This project provides SIS support, System integration, automation and procedure in support of the program.

Expected Completion Date: TBD

In Progress (At Risk)

The project team will be reviewing the myHSPs online application to determine if there are field restrictions that can be requested to ensure clean and correct data is delivered to myWSU.

Direct Deposit Consolidation

Enterprise Systems has been asked to consolidate direct deposit information into myWSU. This project will coordinate work required to move direct deposit information from the travel system and payroll into myWSU. It will also facilitate the configuration and testing of systems outside of myWSU that will utilize the direct deposit information to ensure that processing will not be interrupted.

Expected Completion Date: TBD

Deferred

After confirming that Payroll for North America is no longer available in the latest release of Campus Solutions the project has been placed on hold. Enterprise Systems is working with Payroll, Student Financials and Travel to determine the best alternative solution. Work on the project will resume in January.

Mainframe Upgrade

The Washington State University mainframe hardware and portions of the software are currently out of date and need to be upgraded. Information Technology Services is responsible for upgrading the software and the hardware as well as maintaining the mainframe. To ensure that the mainframe continues to run and support core services on campus these upgrades are required. It has been determined by Information Technology Services leadership that the best course of action is to move the mainframe to a cloud hosted solution.

Expected Completion Date: December 1, 2018

In Progress (On Schedule)

Enterprise Systems has received vendor responses and the steering committee is determining the best course of action based on the responses. Control-D / Control-M and CICS are in the process of being upgraded. The Control-D / Control-M upgrade will be completed in March of 2017 and CICS will be completed in April 2017. Once

these upgrades are complete we will determine what software needs to be updated next.

Washington State University College of Medicine

The Washington State University School of Medicine was established by the WSU board of regents in 2015, after the state legislature amended a 1917 statute that gave the University of Washington in Seattle the exclusive right to grant degrees in medicine in the state. The Washington State University School of Medicine is preparing to admit students for the first time. In order to accomplish this the student information system (myWSU) needs the different modules to be configured. This includes but is not limited to academic structure, admissions, student records, financial aid and student financials. The Washington State University School of Medicine will also be using Entrada as their learning management system. myWSU will need to provide information to Entrada.

Expected Completion Date: December 22, 2017

In Progress (On Schedule)

The College of Medicine has approved 200+ applications for interviews. The data has been downloaded from CollegeNet. We have successfully loaded and processed the application into our test environment. We are finishing one final round of testing and data validation prior to loading the data into production. We anticipate loading the data into myWSU by January 16, 2016.

eXplorance Blue

Blue Tooling

Project to track the creation of tooling in myWSU to support course evaluations delivered via the Blue course evaluation system.

Expected Completion Date: TBD

Deferred

The project has been deferred.

Financial Aid

Financial Aid Accept Decline Awards Self Service Messaging

Have a page come up after the student hits submit on the Accept/Decline Award that then would provide the information for each of the actions related to the loan item type (i.e. if they accepted the Staffords-MPN/Entrance info, if they declined the PLUS- what to do to have them re-offered in the future, etc.). Since that would be a bolt on page, rather than a mod to the delivered self service page, it would be easier to implement as well as maintain. Also create a page that Student Financial Services would maintain with the messaging, so they can update it whenever they need/want to. Alert a student to next steps after they choose submit on the Accept/Decline Award page in Self Service. Project updated to utilize Notification Framework to provide the notification vs. having a static page come up (which was the original plan as a bolt on to Self Service).

Expected Completion Date: June 1, 2016

In Progress (Missed Delivery Date)

Notifications were turned on for the Student Service, Accept/Decline page on 8/29/2016 and email notifications began sending. Unfortunately, the actions students were taking caused issues (duplicate emails, clicking submit when they weren't accepting or declining loans). Therefore a decision to turn off the notifications on 8/30/2016 by ES and Student Financial Services, so notifications stopped that day. After discussion with the team, the technical work to modify some settings was done and is now being tested. Changes were made to the notification process so that it only sends notifications when a student actually accepts or changes data for their loans. This was tested and now works as designed. In testing, we discovered that email notifications are getting stopped by ProofPoint and not being delivered. We have been working with CougTech to determine how the emails can be whitelisted before going live in production. CougTech has tried a couple of things and feel like they have ProofPoint ready to accept the email notifications. After Student Financial Services discussed the timing for going live, they decided

to wait and have it coincide with packaging going live for 17/18 at the end of January 2017. Will close the project at that time.

SNG SAP Enhancement

Project to track the creation of tool that will be able to collect the required reporting data for State SAP.

Expected Completion Date: January 30, 2016

■ **In Progress (On Schedule)**

The process was run in Production on 12/21/16 and has been run manually since by Student Financial Services. Enterprise Systems has been closely monitoring the process with Student Financial Services and resolving any issues that arise. Nightly batch processing will be configured to run in January and the project can be closed out at this time.

Imaging

Imaging System Implementation Project

Oracle Middleware WebCenter Content, Enterprise Capture and client licenses will be procured and delivered to support the initial Enterprise Content Management needs of the University as it pertains to upgrading the existing Oracle IPM and Kofax Capture systems currently in place supporting Admissions, Financial Aid and Student Enrollment document management.

Expected Completion Date: August 1, 2017

■ **In Progress (On Schedule)**

The project charter has been completed and approved and a project plan is being constructed. The steering committee is in the process of being formed. Project kickoff meetings will take place in January.

Imaging System Proof of Concept

Enterprise Systems will build a prototype of the next state architecture for the WSU Imaging System on a virtual environment using Red Hat Linux and the current generation 12c Oracle Webcenter Content platform. The prototype will be used for Proof of Concept activities, exploratory analysis, and training that will all feed into a separate project to implement a next state architecture Enterprise imaging System for WSU. The preferred architecture for the prototype will be VM based and will rely on our existing enterprise licensing using Redhat Enterprise Linux (RHEL) and our current licensed version of Oracle DB.

Expected Completion Date: March 30, 2017

■ **In Progress (On Schedule)**

The test environment has been setup, configured and tested. The next step in the process is to migrate imaging data from the current system to the test environment to ensure that this process will work. The vendor is currently working on this.

WSU Imaging System Transition

WSU has operated the existing document imaging system for approximately fifteen years. Before the transition, the system was administered by Enrollment IT, a departmental IT organization that primarily serves Admissions and Student Financial Services. Enterprise Systems acquired the imaging system on November 28, 2016. The transition project will ensure that everything that is needed to maintain the current imaging system is migrated to Enterprise Systems.

Expected Completion Date: December 30, 2016

■ **In Progress (Missed Delivery Date)**

Enterprise Systems Imaging Team is 95% of the way there with the transition from EIT to Enterprise Systems. The Enterprise Systems imaging team is currently handling desk cases and working on new projects deemed “necessary”. Outstanding issues for the project are ongoing issues and maintenance along with preparing for the team’s Kofax certification. Kofax certification is not required to support the Imaging System, but team members feel that it would be nice to have. All hands are on deck keeping the current system running.

Graduate School

Build Academic Advising Reports for the Graduate School

An Academic Advising report will be built for all graduate certificates, masters and doctoral degrees in the graduate career.

Expected Completion Date: August 1, 2017

■ **In Progress (On Schedule)**

Enterprise Systems is meeting with each department to help facilitate the review process. When issues are found changes are made to the report and the reports are then validated.

FERPA for non-WSU individuals

With plans to grant myWSU access to external committee members, the Graduate School has requested a process that will allow non-WSU employees, particularly those serving on graduate research committees, to review FERPA guidelines and provide an electronic signature to agree to comply with the terms and conditions without being required to take the FERPA test that all WSU employees must take.

Expected Completion Date: July 29, 2016

■ **In Progress (Missed Delivery Date)**

Development of utilities to facilitate FERPA training and security provisioning for external committee members is complete and loaded into myWSU. The Graduate School is conducting a test of the process in production to verify that all of the components were installed correctly. Once the process has been verified, this project will be complete.

Graduate Research Management

The Graduate School and Enterprise Systems will begin utilizing the graduate research management module to track graduate students. This offers the ability to track candidates' time to degree, create assignments, and allow for the submission of electronic documents.

Expected Completion Date: February 24, 2017

■ **In Progress (At Risk)**

Two significant enhancements were applied to production to improve data retention of Service Requests. The first enhancement prevents users from overwriting existing data. The second enhancement prevents users from deleting files attached to Service Requests. This second enhancement eliminates the need to print, scan and image documents that are attached to Service Requests. Enterprise Systems continues to work with Oracle to resolve the issue related to the Service Request Dashboard. The issue is believed to be tied to the software version running on the Portal. A plan is being developed to upgrade the Portal software, which should fix the Service Request Dashboard. Once resolved, we will be able to activate electronic signatures on Service Requests as well as electronic balloting. Enterprise Systems does not yet have final timeline from Oracle for updating the Portal Software.

Student Financials

1098-T Calculation Override Process

The 1098-T Calculation Override Process project is scheduled for delivery by December 31, 2016, in order to be available to Administrators for 1098-T Calculation in January 2017. Enterprise Systems, University Receivables and Student Financial Services have discussed goals and objectives of project, and a Project Charter is in development.

Expected Completion Date: January 26, 2017


■ **In Progress (On Schedule)**

After the calculation override process was successfully tested, University Receivables and Enterprise Systems have begun preparing to test the entire 1098T process. Currently Enterprise Systems is updating configuration and University Receivables is reviewing queries. The completion date was pushed back to ensure that the 1098-T process could be fully run before closing out the project.

External Agency Collection Fees

Integrated information in SIS from collection agencies will allow the generation of accurate account statements when agencies request proof of debt from WSU. Proof of debts are submitted to the courts when suits are authorized on students' accounts. WSU will have the ability to deliver accurate statements of accounts with collection agencies without having to contact each agency directly. Once charges on students' accounts are accurate in SIS, a query would provide the data needed in order to submit accounts to collection agencies. Above all, an integrated system will save staff time and eliminate data and coding errors that occur when this information is entered manually in SIS. The reduction of workload as a result of this project is in parallel with the University Receivables Office strategic goals of efficiency and customers service enhancements.

Expected Completion Date: July 1, 2017


 **In Progress (On Schedule)**

There are four major deliverables in this project: 1% Interest Fee on Past Due Housing Charges, Collection Agency Placement Queries, Post Transaction to Remove Unpaid balance of a Collection Fee, and Posting of Account Collection Fee. Implementation Manager is currently focusing on 1% Interest Fee as this task is similar to Interest Charges On Robinson/Regents Loans also submitted by University Receivables.

Interest Charges On Robinson/Regents Loans

Students who are granted the Robinson/Regents emergency loan by the Dean of Students office have to sign a Master Promissory note. All the Promissory Notes completed to date state that if the loan is not paid in full by the due date, interest would start to accrue at 12% per annum (1% per month). Because the configuration for the interest fee never occurred in the Student Information System, students have not been charged with the accrued 12% per annum (1% per month) interest fee on past due Robinson/Regents emergency loans.

Expected Completion Date: March 1, 2017


 **In Progress (On Schedule)**

Project Implementation Manager continues work with page layout design for the new run control. In the next three weeks Implementation Manger will be building the logic behind the new run control's functionality.

WSU Payment Plan Pilot

The WSU Payment Plan Pilot is scheduled for delivery by December 31, 2016, in order to be available to Students and Parents for 2017 Spring Semester. Enterprise Systems has started process of working with Stakeholders to develop the Project Charter and baseline, proof of concept for review.

Expected Completion Date: January 31, 2017

 **In Progress (On Schedule)**

The WSU Payment Plan Pilot population was invited in to payment plans starting January 3rd - 23rd. As of 11AM Monday, January 9th, 2017 a total of 153 students have taken advantage of the payment plan opportunity. Enterprise Systems will continue to monitor the progress of payment plans over the next month to ensure that no issues arise and has extended the project completion date by a month.

Student Records

No Projects at this Time

Technical

Mulesoft

Project will implement Mulesoft as Enterprise Systems integration platform.

Expected Completion Date: TBD

 **Deferred**

Due to technical demands of other projects the Mulesoft project has been deferred until resources come available.

PROJECTS COMPLETED THIS MONTH

Deferred Compensation

Washington State Legislature passed legislation that all new full-time employees hired January 1, 2017 or later are to be enrolled in the Deferred Compensation Plan at a 3% contribution rate unless they opt out, or elect a different percentage. WSU will partner with DRS/Empower to inform them of new full-time employees (need to be clearly defined), and DRS/Empower will contact new employee about the 30-day opt out period. The benefit will start at the end of the 30-day period, and not be retro back to the date of hire. Empower will allow a 90-day period for employees to say they do not want to participate, and the employee will be refunded. WSU would submit a pay cycle submission of new hires. Payroll systems will need to be modified to allow percentages. With this change, existing participants will be able to elect a percentage as a contribution vs. a dollar amount, which is what they have elected to date.

■ Completed

IALC Expansion

In spring 2015 IALC (Intensive American Language Center) a division of the Department of International Programs (IP) went live in myWSU. They had operated for years outside of WSU in their own FoxPro system without being integrated into the WSU systems. This made it difficult for IP to track international student requirements and understand their English language skill level. Having the students in myWSU meant that they could report and track the information as well as matriculation rates to Undergrad and Grad levels of those students who participated in IALC. The understanding at that time was that there were conversations happening and hope to expand to other WSU campuses. That has happened and Tri-Cities will be opening a center beginning Spring 2017.

■ Completed

Service Indicator To Remove Late Payments

This project will explore placing a service indicator on an account to remove late payment fees rather than have to remove them manually. A service indicator would prevent any additional late fees from charging in a specific term, valid for late payment fees for the specific term only. All late payment fees for previous terms would continue to be removed manually. A manual process will also be used if some late fees were being removed from the account, for example if the decision is made to waive only the second and third late fee but not the first.

■ Completed

SAT - Accommodate Redesigned SAT

This Project focuses on the work necessary to accommodate the changes introduced with the redesigned SAT.

■ Completed